



State of Wisconsin
Governor Scott Walker

Department of Agriculture, Trade and Consumer Protection
Ben Brancel, Secretary

Dear Seafood/Processor:

RE: Seafood HACCP Training Course Announcement

A Seafood HACCP Training Course, sponsored by the Wisconsin Department of Agriculture, Trade and Consumer Protection in association with the North Central Association of Food and Drug Officials will be held April 28-30 2015 at the Department of Agriculture, Trade and Consumer Protection Office, Room 090 at 2811 Agriculture Drive, Madison, WI 53718.

This course is for anyone who develops, modifies or reviews Seafood HACCP Plans. The Code of Federal Regulation, 21 CFR Part 123 requires all establishments that process seafood to conduct a Hazard Analysis and if a hazard is identified, develop and follow a Hazard Analysis Critical Control Points (HACCP) plan. This course provides training in how to conduct a hazard analysis and identify significant seafood hazards and then develop a HACCP Plan that, identifies appropriate controls, sets critical control points, establishes critical limits, develops monitoring activities, establish record keeping systems and develop verification systems for the HACCP plan.

Cost of this course is \$100.00 per person, which covers the cost of the manuals, certification and lunch. Please complete the attached registration form and include a check or money order made payable to WDATCP with the registration. Complete a separate registration form for each person attending, but you may submit a single check for all registrations from one facility. Provide your name as you would like it to appear on your certificate and the address to where you would like your certificate mailed (approximately 4-6 weeks following the course).

Please return the completed registration form(s) along with payment, no later than March 31, 2015 to the address below. You will receive confirmation of your course registration by fax or phone.

Wisconsin Department of Agriculture, Trade and Consumer Protection
Attn: Rick Galbraith
P O Box 8911
Madison, WI 53708-8911

The Seafood HACCP Basic Course - Begins promptly at 8:00 a.m. each day and will conclude at around 12:00 PM on April 30th, 2015. Please allow enough time to find parking (visitor parking is available in the front of the building) and ample time to find the training room (090 located in basement). Please bring a photo ID with you to the course to verify your registration. To receive your certificate you must attend each day's session, participate in the course presentations and break-out groups and submit a course evaluation.

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If you have any questions or concerns regarding this training session, please feel free to contact me at 262 939-4948.

Sincerely,

Shannon Dorn
WDATCP - Food Safety
Manufactured Foods Specialist
262-939-4948

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